



## Invitation to Bid HNS 21-28

**NOTE: Contractors are not authorized to visit the property before or after the bid walk, without being accompanied by the City's Rehabilitation Specialist.**

**Documents included in Package:**

- 1) Instruction to Bidders
- 2) Specs by Location/Trade (Scope of Work)
- 3) Subcontractor Certifications (if applicable)
- 4) Floor Plan / Site Drawing (if applicable)

**Bid Walk & Bid Opening:**

Project Address: 4463 Ridgevalley Dr	
SAFE HOME, HEALTHY HOMES	
Bid Walk: January 14, 2021	10:00 am
Bid Opening: January 21, 2021	2:00 pm
Client Name:	Contact Number:
Project Manager: Dhiren Rathod	Contact Number: (704) 336-5296

**Bid Walk and Bidding Instructions:**

*All bid walks are mandatory.*

*If you are going to be late the policy is the following:*

Contact me BEFORE the start time if you are going to be late. If you are going to be more than 10 minutes late, we will proceed without you and you will not be permitted to bid.

The day of a bid walk the best way to reach me is at \_\_ (cell # (704) 512-1141\_\_).

*Bids must be received by the date, time and place specified. All others will be considered non responsive and disqualified.*

**The Bids will be opened at 600 East Trade St. immediately following the**



above due date and time.

**Company Acknowledgement:**

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed at 4463 Ridgevalley Dr to be funded through the City of Charlotte Neighborhood & Business Services, in addition, having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within the time stated and in strict accordance with the proposed contract documents including furnishing of any and all labor and materials, and to do all work required to complete said Work in accordance with the advised respective contractual, for the sum of money:

***All labor, materials, services and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:***

Dollars (\$ \_\_\_\_\_ )

*Written total*

Specs Dated: 12/4/2020      Number of Pages: 8

Addenda # 1 Dated:      Number of Pages:

Addenda # 2 Dated:      Number of Pages:

**Project Schedule:** *Minimum Start Date -*

**Completion Deadline:**

***Please Print and Sign:***

Company Name/Firm:

Authorized Representative Name:

Signature:

Date:



### **Requirements For Bidders**

The City awards rehabilitation bids to the lowest responsive and responsible bidder. A responsible bidder for the safe home program is one who:

- 1) Is a licensed general contractor in the State of North Carolina;
- 2) Has an Renovate, Repair & Paint Certification (<http://www2.epa.gov/lead/renovation-repair-and-painting-program>);
- 3) Is not listed on a local, state or federal debarment list;
- 4) Carries an appropriate amounts of insurance;
- 5) Can provide references verifying the contractor has completed work of a similar scope in a good workmanship like manner or successfully completed prior work for the Safe Home program. Referenced work must have been completed in one year or less from date of this invitation to bid.

A responsive bidder must:

- 1) Submit all requested documentation on time;
- 2) Meet the above requirements for responsibility at the time of bid submittal;
- 3) Have the capacity to meet the required schedule for the project.
- 4) Existing rehab projects contracted by the contractor must be on schedule.

The City reserves the right to waive any minor informalities or irregularities, which do not go to the heart of the bid submittal or prejudice other offers, or to reject, for good and compelling reasons, any or all bid submittals.

\_\_\_\_\_  
\_Dhiren Rathod\_\_\_\_\_  
Rehabilitation Specialist  
City of Charlotte  
Neighborhood and Business Services  
600 E. Trade St.  
Charlotte, NC 28202  
PH: (704) \_336-5296\_\_\_\_\_  
Fax: (704) \_\_\_\_\_





## Instructions to Bidders

### Explanations to Bidders

Any explanation desired by a Contractor regarding the meaning or interpretation of the advertisement for bids, drawings, specifications, etc., must be requested in writing to the Rehabilitation Specialist with sufficient time allowed for a reply to each Contractor before the submission of their bids. Any interpretation made will be in the form of an addendum to the invitation for bids, drawings, specifications, etc., and will be furnished to all prospective Contractors. The Contractor must acknowledge any revision to the bid documents in the space provided on the bid form and it must be submitted with their bid package.

### Preparation of Bids

Bids shall be submitted on the forms furnished, or copies thereof, and must be manually signed. If erasures or other changes appear on the forms, the person signing the bids must initial each erasure or change

- The Contractor's Bid Proposal must be properly executed and submitted on the form provided. Bids by Contractors must be received by the Rehabilitation Specialist at the time and place specified on the "Invitation to Bid"
- No bid will be considered unless all individual work items on the Bid Form including any addendums are priced. The sum of all work items must equal to the Total Bid Amount.
- Unless called for, alternate bids will not be considered
- Modification of bids already submitted will be considered if received at the office designated in the invitation for bids by the time set for opening of bids

### Submittal of Bids

- Sealed bids will be submitted to the Safe Home Program Office as directed in the invitation to bid prior to or at the appointed bid opening time
- Bid will be time stamped on the date of delivery
- Each bid must be submitted in a sealed envelope bearing on the outside the name of the Contractor, the name of the project for which the bid is submitted, and the date and time of the bid opening
- All bids submitted must be typed or written in ink and signed by the Contractor's designated representative



**SAFE HOME**  
**CITY OF CHARLOTTE**  
NEIGHBORHOOD & BUSINESS SERVICES

- Failure to include all forms may result in rejection of a bid
- Required Bid Package Forms:
  - Scope of Work
  - Addenda Acknowledgement
  - Itemized Work Sheet
  - Subcontractor Certifications (if applicable)

NEIGHBORHOOD & BUSINESS  
SERVICES

<http://housing.charlottenc.gov> | 600 E. Trade Street | Charlotte, NC

# Work Specification

Response Due: 12/15/2020

Prepared By:

City of Charlotte Housing & Neighborhood Services  
600 E. Trade Street  
Charlotte, NC 28202  
(704) 336-7600

## Property Details

Address: 4463 Ridgevalley Dr.  
Charlotte, NC 28208

Owner: Winston Dunbar

Owner Phone: (704) 497-1923

Structure Type: Single Unit

Program(s): Healthy Homes  
Tested- NO LEAD  
SHFY2020

Square Feet: 1400

Year Built: 1967

Property Value: 78300

Tax Parcel: 05704621

Census Tract:

Property Zone: Council District 2

## Repairs

### Description

Floor

Room

Exterior

### All Contractor's Project Requirements

### GENERAL REQUIREMENTS

The contractor is responsible for project requirements, including but limited to:

Obtaining all permits required. Said permits shall include all items in this scope of work.

All activities required by the City's COVID-19 Precautions for Residential Housing Rehabilitation Activities policy.

Provide temporary toilet facilities from job start until the completion of work.

Provide AS MANY roll-off dumpsters as needed without damaging the site. Collect construction debris using dust control methods. Remove dumpster and repair any evidence of the dumpsters use. Contractor may haul debris away daily using dump trailers.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

# Work Specification

## Tear Off & Reroof Shingles- BUILDING SYSTEMS

## BUILDING SYSTEMS

Remove and dispose of existing roofing, inspect and repair roof deck (include 96 sq.ft. of decking replacement in bid) and install new 30 year architectural shingles. Include ice and water shield at all roof edges, felt paper, shingle over ridge vent, boots, flashing and all necessary accessories.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Vinyl WindowS- BUILDING SYSTEMS

## BUILDING SYSTEMS

Dispose of window units and any security bars. Field measure, order and install new Energy Star rated vinyl, double glazed LOW-E windows including half screens. Insulate rough opening. Install new extension jambs, casing and sill as needed, prime and paint. Exterior trim to be wrapped in PVC coated aluminum coil as needed. Repair all areas disturbed by removal and installation. This installation is to include repairing any damaged header, framing (to include king studs, jack studs etc.) sub-floor, floor joists, band joists and sill. Any windows replaced in a bathroom must have tempered glass.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Attic Insulation Increase to R-38- ATTIC

## ATTIC

Increase attic insulation to R-38, contractor to attach verification to rafter at attic access, easily seen. Include ventilation baffles to code.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Floor System Repair- DINING AREA

## DINING AREA

Remove all fixtures not built in. Dispose of damaged/unsafe components of floor assembly. Work may include installation of 2"x 8" joists hung 16" on center, plywood or tongue and groove subfloor. Include replacing all deteriorated band joists and insulating floor to code.

NOTE: Dining Area

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost



# Work Specification

## Rebuild/Resize Interior Walls- HALLWAY BATH ROOM

## HALLWAY BATH ROOM

Reconstruct wall configuration to increase bathroom Door size- (3-0 Door Opening) for accessing wheel chair.

Include:

\*Drywall

\*Mechanical relocating

\*Trim and paint

NOTE: Asbestos-containing materials were not identified in the samples but Joint compound on joints, seams and the connection points on the wallboard walls and ceilings containing <1% asbestos was identified. OSHA requirements including 29 CFR 1926.1101 (g) must be followed when working with this joint compound material.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

## Fiberglass Walk-In Shower - HALLWAY BATHROOM

## HALLWAY BATHROOM

Install Mustee or equivalent fiberglass shower pan unit equivalent to existing tub size, complete with fiberglass surround, and single lever shower diverter, shower rod and water saving shower head. Caulk all seams and penetrations.

NOTE: Include Following Items

Complete with a Shower Seat

Remove Existing Tile Floor, Repair Drywall at Tub

Asbestos-containing materials were not identified in the samples but Joint compound on joints, seams and the connection points on the wallboard walls and ceilings containing <1% asbestos was identified. OSHA requirements including 29 CFR 1926.1101(g) must be followed when working with this joint compound material.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

## Grab Bars- HALLWAY BATHROOM

## HALLWAY BATHROOM

Install 1 1/2" diameter S/S Grab Bars on 3 walls at height of 36" (include wood blocking in wall. Each bar must hold 300 pounds). Owners choice of locations.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

## Ceiling Repair- HALLWAY BATHROOM

## HALLWAY BATHROOM

Repair ceiling finish. Patch drywall or plaster holes in ceiling greater than one inch. All others use an adhesive mesh and mud over mesh with the appropriate material. Wet sand and smooth.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost



# Work Specification

## Vanity/ Counter Top/ Sink- HALLWAY BATHROOM

## HALLWAY BATHROOM

Install new vanity cabinet complete with counter top of laminate with vitreous china sink or marble-lite top with preformed sink. Include single handled metal faucet with drain and pop-up , P- trap, supply lines, full port ball type shut-off valves & escutcheon plates. Vanity medicine cabinet/mirror to remain.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Bath Exhaust Fan Replace- HALLWAY BATHROOM

## HALLWAY BATHROOM

Install a ceiling or through-the-wall, exterior ducted, vent fan with damper. Include power and switch wiring using #14 copper Romex. Repair any tear out.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## 17" Height Commode Replace- HALLWAY BATHROOM

## HALLWAY BATHROOM

Install a 17" height, 2 piece, close coupled, white, vitreous china commode with a maximum water usage per flush of 1.6 gallons. Include plastic or pressed wood white seat, supply pipe, shut-off valve, flap valve and wax seal.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Range Hood Exterior Vented- KITCHEN

## KITCHEN

Install an exterior ducted enameled range hood with integral controls and light capable of 100 cfm at 70 sones. Attach hood to cabinet with screws. Include metal vent and roof or wall cap/damper assembly, using #14 copper Romex. Owner's choice of color.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Counter Tops Replace- KITCHEN

## KITCHEN

Screw to base cabinet a square edged plastic laminate counter top. Provide end-caps and cutout for sink. Caulk counter top to adjoining walls with low VOC caulking to match wall color. Owner's choice of in-stock color and texture.

NOTE: Replace Counter top ONLY

Goal is to keep the Existing Cabinets

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Double Bowl Sink Complete- KITCHEN

## KITCHEN

Install a 18 gauge 33" x 22" x 8" double bowl, stainless steel, self rimming kitchen sink including a single handle metal body faucet, rated at 2.0 GPM or less, with a 15 year drip- free warranty, P-trap, supply lines, full port ball type shut-off valves & escutcheon plates on all supply & drain lines. No copper compression fittings.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

# Work Specification

## Smoke Detector Hard Wired- BUILDING SYSTEMS

## BUILDING SYSTEMS

Install UL approved, interconnected, ceiling mounted smoke and heat detectors permanently wired into a receptacle boxes with battery backups in bedrooms and outside of sleeping areas.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## GFCI Receptacle 20 AMP- Kitchen, Bathroom, Half bath

## KITCHEN, BATHROOM, HALF

Install a flush mounted, ground fault circuit interrupted, duplex receptacle and cover plate. Fish wire and repair all tear out as needed.

NOTE: Kitchen, Hallway Bathroom, Half Bath

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Combination CO / Smoke Detector Hard Wired

## BUILDING SYSTEMS

Install a hard wired combination carbon monoxide and smoke detector with battery back up.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Light Fixture Replace- HALLWAY BATHROOM, HALF BATH

## HALLWAY BATHROOM, HALF

Replace or install a ceiling mounted 2 bulb or wall mounted 4 bulb strip, UL approved, LED light fixture with shade and lamps.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Prep & Paint Room Semi Gloss- HALLWAY BATHROOM

## HALLWAY BATHROOM

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic SEMI-GLOSS latex. Painting shall include walls and any associated trim. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

NOTE: WALLS ONLY

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

# Work Specification

## Prep & Paint Room Flat- DEN

## DEN

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic FLAT latex. Painting shall include walls and any associated trim with SEMI-GLOSS latex. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

NOTE: WALLS ONLY

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Prep & Paint Room Flat- DINING AREA

## DINING AREA

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic FLAT latex. Painting shall include walls and any associated trim with SEMI-GLOSS latex. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

NOTE: WALLS ONLY

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Prep & Paint Ceiling- KITCHEN, DINING, BEDROOMS

## KITCHEN, DINING, BEDROOMS

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked, and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with Owner's choice of low VOC acrylic flat latex in all habitable rooms and low VOC acrylic semi-gloss latex in kitchen and baths. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

NOTE: MATCH EXISTING CEILING

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Prep & Paint Room - KITCHEN

## KITCHEN

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic FLAT latex. Painting shall include walls and any associated trim with SEMI-GLOSS latex. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

NOTE: WALLS ONLY

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Accessory Set - 3 Piece Chrome- HALLWAY BATHROOM

## HALLWAY BATHROOM

Install a chrome plated steel bathroom accessory set consisting of a 24" towel bar, hand towel ring, and toilet paper holder.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost



# Work Specification

## Shower Rod- HALLWAY BATHROOM

Securely mount an approved shower rod.

Shower rod to be approved by home owner and rehab specialist before installation.

## HALLWAY BATHROOM

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Resilient Flooring- KITCHEN, DINING

Install 25 year warrantied resilient floor covering per manufacturer's specifications. Flooring material is to be vinyl interlocking planks and be waterproof. Include transitions and painted or stained wood quarter-round at all perimeters to complete installation.

NOTE: APPLY FLOOR LEVELER, LEVEL FLOOR BEFORE INSTALLING FLOORING

## KITCHEN, DINING

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Vapor Barrier- CRAWL SPACE

Lay 6 mil poly vapor barrier on ground in crawl space and 6" up foundation walls. Overlap seams by 2' and secure with duct tape.

## CRAWL SPACE

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Exterminate Termites- EXTERIOR

Exterminate for termites. Drill and patch foundation and pavement where necessary. Exterminator must be licensed and provide a 1 year guarantee with an optional yearly renewable warranty for the homeowner.

## EXTERIOR

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Certification

Contractor Name: \_\_\_\_\_

Total Cost: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_